

1. CALL TO ORDER

Call to Order

President Kaelker-Boor called the meeting to order at 7:05 pm.

2. ROLL CALL AND APPROVAL OF AGENDA

Roll Call and
Approval of
Agenda

Directors Present: Michelle Kaelker-Boor, Keri Russo, Ken Colson, Rene Prupes

Directors Absent: Rebecca Yoder

Motion: To excuse Director Yoder's Absent.

Move: Russo **Second:** Colson

Board vote: **Ayes,** Kaelker-Boor, Russo, Colson, Prupes
Noes, None
Absent, Yoder

Counsel Present: None

Staff: Richard Tanaka, Shirley Ho, Mark Thomas & Company, Inc.

Visitors: None

Motion: To approve the Agenda.

Move: Russo **Second:** Prupes

Board vote: **Ayes,** Kaelker-Boor, Russo, Colson, Prupes
Noes, None
Absent, Yoder

3. PUBLIC COMMENTARY

Public
Commentary

A. Visitor Commentary – None

B. Agency Representatives – None

C. Board Commentary – President Kaelker-Boor inquired about the status of the new property line clean-out installation at 142 Boston Ave. Staff reported that the permit was issued and inspection was completed.

4. CONSENT CALENDAR

Consent Calendar

A. Approval of Minutes from the Regular Meeting of October 6, 2015

Motion: To Approve Meeting Minutes from the Regular Meeting of October 6, 2015.

Move: Russo **Second:** Colson

Board vote: **Ayes,** Kaelker-Boor, Russo, Colson, Prupes
Noes, None
Absent, Yoder
Abstain, None

5. WARRANTS

Warrant

A. Approval of Warrants

1. Enviro-Commercial Sweeping (District Street Sweeping Service)
2. Mark Thomas & Company, Inc. (District Management Services)
3. First Tech Federal Credit Union (Board of Directors Payroll)
4. City of San Jose (2015-16 Q2 Treatment Plant Payments)
5. Meyers Nave (District Legal Services)
6. County of Santa Clara Roads & Airports (Encroachment Permit – 190 Boston Ave)

Motion: To Approve six (6) warrants as listed

Move: Russo **Second:** Prupes

Board vote: **Ayes,** Kaelker-Boor, Russo, Colson, Prupes
Noes, None
Absent, Yoder
Abstain, None

6. NEW BUSINESS

6.A. Quarterly Expenditure Review

New Business

Board reviewed the FY 2015-16 first quarter expenditures.

6.B. Discussion for electing a new President and Secretary for 2016.

Board discussed the 2016 election of president and secretary. As Director Yoder was absent, the discussion will be continued to the next meeting.

7. OLD BUSINESS

Old Business

7.A. Common Interest Agreement.

Board reviewed and commented on the staff prepared redlined Amended Master Agreement. Board discussed why Burbank Sanitary District was not represented as a TPAC member and the possibility of adding BSD as a member of TPAC in the redlined Master Agreement. Staff reported that a request was sent to TPAC to allow Tributary Agencies to make a 20 minute presentation at the November 19 TPAC meeting. There was a discussion as to the benefit of having a joint Cupertino Sanitary District and Burbank Sanitary District meeting to invite City of San Jose to make a presentation. Staff to coordinate and arrange for a joint meeting, if possible.

7.B. District Capital Improvement Program (CIP)

Staff reported that the District CIP is expected to begin construction in next spring.

7.C. Street Sweeping.

Board discussed the posting of the street sweeping termination notice on the Next Door website. Director Prupes will look into how to add a BSD agency account to the Next Door website, and report back to the Board. Director Prupes informed that there is

outdated District information on the Wikipedia website and staff was directed to look at and update the information on that page to reflect current information. Staff also noted that the District should notify LAFCO and County of Santa Clara for not providing street sweeping service. Staff to follow up on the notification.

8. SUBCOMMITTEE REPORTS

8.A. Transparency

There are no updates for Transparency.

8.B. District Website

President Kaelker-Boor to post the street sweeping termination notice on the website.

9. HOUSEKEEPING ITEMS

9.A. Updates on Housekeeping items.

President Kaelker-Boor reported that she talked to Santa Clara County Code Enforcement regarding how to report garbage violations. The following departments should be contacted:

1. Garbage violation on private property – contact Department of Environmental Health Services, County of Santa Clara
2. Garbage violation on public right of way – contact Department of Roads and Airports, County of Santa Clara
3. Garbage violation within City of San Jose – contact Department of Transportation, City of San Jose.

9.B. Agenda Items for next upcoming meeting.

- Discussion for Encroachment Permit from County Roads and Airports
- Common Interest Agreement

10. ADJOURNMENT

Motion: To adjourn meeting at 9:10 pm.

Move: Russo **Second:** Colson
Board vote: **Ayes,** Kaelker-Boor, Russo, Colson, Prupes
 Noes, None
 Absent, Yoder
 Abstain, None

Approved: November 17, 2015

Michelle Kaelker-Boor, President

Respectfully Submitted,
Mark Thomas & Company, Inc.

District Manager
Richard Tanaka

Subcommittee
Report

Housekeeping
Items

Adjournment